

IMB MANAGEMENT BOARD (MB) MEETING 07/12/2020

Microsoft Teams Call

10:00 – 12:30

Note of meeting

<i>Present:</i> Anne Owers (Chair) Will Baker Beverley Thompson Keith Jamieson Kevin Whiteside Lynne Chambers Mojeed Yusuf Jane Leech Pauline Fellows	<i>In attendance:</i> Head of IMB Secretariat Head of Policy, Training & Engagement (for item 9) IMB Business Manager Lay Observer Business Manager (observer)
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A minute's silence was observed to remember Mike Siswick (former Management Board member and training lead) and IMB members Joe Walker and John Kerfoot

1. Apologies for absence

None received

2. Conflicts of Interest

No conflicts of interest declared

3. Minutes of previous meetings

MB **AGREED** November full and summary minutes

4. Action points from previous meetings

The updated list was tabled.

5. Chair's report

Some policy areas are being progressed:

- The making of ligatures being removed from the definitions of self-harm was raised at the Ministerial Board on Deaths in Custody. This is included in the update to the Prisons Minister and the Justice Committee.
- Following oral and written evidence to date, a further written submission about vulnerable adults at Brook House was provided to the Home Affairs Select Committee.
- A meeting with the Home Office about adults at risk and modern slavery in relation to the IDE was attended. The review of the adults at risk policy has been paused.
- A letter will be sent to Phil Riley (Home Office Immigration Enforcement) expressing concern about the siting of the proposed new women's detention centre, far from major airports.

6. Head of Secretariat report

The HoS updated the MB on current membership figures, training delivery, policy and communications work, statistics on use of members' website, progress against budget and staffing issues.

She confirmed that work has started with the risk and assurance group to look at risk registers. Discussions are going on with legal and human rights organisations about procedures for recording and reporting abuse allegations when consent is withheld.

7. Regional representatives update

- Receiving timely regional updates and collating them centrally has allowed us to provide timely updates to the Minister and Parliament.
- Most prisons are at red status, either because of outbreaks in the prison, or the risk status in the community.
- Capacity in the open estate has been considerably reduced because old-style billet accommodation in a number of open prisons has been condemned for fire safety reasons.

8. Updates

Recruitment and retention working group:

- There have been significant achievements in recruitment over the last 18 months, especially during COVID. Retention will be the future focus, linking into the Board support workstream below.

Training:

- The majority of the short, medium and long term aims of the virtual/Zoom training plan introduced due to Covid-19 have been delivered. There now needs to be a shift to forward planning in the learning and development (L & D) plan.
- The new members course will be re-scoped and work will begin shortly for a late spring launch.
- Detailed feedback from training courses in 2020 will be fed into improving the offering in 2021.

Information Working Group:

- Information will be on the website where it can be quickly updated and toolkits will explain how to monitor.
- Toolkits for segregation and equality and diversity have been published; toolkits for safer custody and elements of OMiC are in review. Other toolkits will be created.
- Work aligning the members' website with the annual report structure will start next year.

Board support:

- COVID has revealed strengths and weaknesses; Board leaders in particular are feeling the cumulative impact of the challenges of remote monitoring and managing a 'virtual' board.
- Peer support will be encouraged and developed.
- The January Bulletin will focus on support for boards.

8. Transformation

- IT workstream – discussions are ongoing with MOJ Digital. The aim is to achieve a database that is both robust and future-proof and that offers new opportunities.
- Work on Board support through change continues.
- Legislative workstream – there is still no indication of ministers' response to the consultation.

9. National recruitment

It was proposed that there should be a nationally-run recruitment campaign in February, whereby geographical clusters of establishments are identified for recruitment advertising and applicants asked for their Board preferences. Regional interviewing will take place and Boards with very low numbers will be a priority. Regionally targeted Facebook advertising will be explored, working closely with clusters of Boards, particularly those with low membership. This is necessary at present due to the

unprecedented events of 2020 and the impact on member numbers. It will be a pilot and will be evaluated.

MB **AGREED** to adopt a national recruitment approach as a response to an emergency situation
MB **AGREED** to target geographic clusters of establishments.

10. Learning and Development

The MB discussed a learning and development plan, drawing on experience during COVID. It proposed a blended approach of both remote and face to face learning, as well as opportunities for self-study. It also proposed some mandatory training elements, to be developed further.

MB **AGREED** a blended learning approach to member and leaders training for the future
MB **AGREED** in principle to an element of mandatory training for members and it was **AGREED** to proceed with equality, diversity and inclusion training for Board leaders..

11. AOB

Next meeting dates:

1st February

12th April

7th June

2nd August

4th October

6th December